

IMPORTANT INFORMATION FOR HRM STAFF REGARDING THE FEHB PROGRAM

FLYER

Flyer 051-125
December 21, 1998

TO: Chief, HRMS

SUBJ: Use of the SF 2810 When Individuals Separate from Federal Service

The Office of Personnel Management (OPM) has issued Benefits Administration Letter (BAL) 98-207 to remind agencies of the importance of completing the SF 2810 when an employee separates from Federal service. You can download this BAL from OPM's web site at www.opm.gov/asd/pdf/98-207.pdf.

As noted in the BAL, a completed SF 2810 is the only mechanism through which health benefits carriers can be made aware that an individual has left Federal service and is no longer enrolled in the FEHB Program. In cases where the SF 2810 has not been completed and the employee has separated, the individual continues to be included on the carrier's enrollment list. The carrier continues to pay any claims on this individual even though they are no longer eligible for coverage and the carrier is not receiving any premiums for them. **Please check the procedures currently in place at your facility to confirm that this is being done correctly.**

Questions about this flyer should be directed to your geographic area contact within the Customer Advisory and Consulting Group (see below).

Customer Advisory and Consulting Group (051)
Office of Human Resources Management
VA Headquarters - Washington, DC

Team A (051A)

Geographic Area

VISNS: 2, 3, 6, 7, 10, 12, 13, 14, 17, 18, 20, 21
VBA: Eastern and Southern Areas
NCS: Atlanta and Philadelphia Areas

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Team B (051B)

Geographic Area (Cluster B1)
Area (Cluster B2)

Geographic

VISNS: 1, 5, 8, 15, 22
19, 29

VBA: Central Area
Headquarters (HQ)

Reporting to HQ

Katie McCullough-Bradshaw: (202) 273-9836
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VISNS: 4, 9, 11, 16,

NCS: Denver Area
VBA: Western Area
CHAMPVA
Other Offices

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